

**CITY OF MIDDLETOWN  
PURCHASING DEPARTMENT**

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**ADDENDUM #1 TO BID #2013-016**

**RFQ #2013-016**

Consulting Services to Provide Design Services For  
**Wesleyan Hills / Wesleyan Univ. Multi Use Trail**  
**State Project No. 82-311**

Date Issued: September 13, 2013

**ALL BIDDERS ARE HEREBY ADVISED OF THE FOLLOWING AMENDMENTS TO THE CONTRACT BID DOCUMENTS:**

**THE BID HAS BEEN MODIFIED IN THE FOLLOWING AREAS:**

**State Project Number has been included in the RFQ – State Project No. 82-311**  
**All question submitted by Tuesday, September 10, 2013 by 4:00 pm, answered**

**INVITATION TO BID**

The date set for the receipt of proposals remains the same:

**Thursday, September 19, 2013 by 3:00 pm**

**PLEASE VERIFY THAT YOU HAVE RECEIVED THIS NOTIFICATION IN THE SPACE BELOW AND FAX OR EMAIL THIS PAGE BACK TO THE PURCHASING DEPARTMENT.**

**FAX: 860-638-1995**

**EMAIL: [purchase@middletownct.gov](mailto:purchase@middletownct.gov)**

**BIDDER ACKNOWLEDGES RECEIPT OF ADDENDUM #1: \_\_\_\_\_**

**COMPANY NAME**

All bidders are hereby advised of the following amendments to the contract bid documents which are hereby made an integral part of the specifications for the subject project, prepared by the City of Middletown to the same extent as all other documents. All work shall conform to the standards and provisions of same. Bids submitted shall be deemed to include contract document information as shown in Addendum No. 1. General bidders shall notify sub-bidders that may be affected by this addendum as applicable. **Bidders shall be required to acknowledge receipt of this addendum by signing and returning this acknowledgement form.**

**Failure to acknowledge receipt of this addendum by the bidder may result in the rejection of their bid.** Bidders are directed to review changes to all portions of the work as changes to one portion may affect the work of another.

**TOTAL ADDENDA 2 PAGE**

**\*\*\*BIDDER NOTE:** If you have already submitted a bid you shall be required to acknowledge receipt of this addendum under separate cover in a sealed envelope clearly marked with the bid number and description. This acknowledgment must be received by the time and date specified to be accepted by the City

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Donna L. Imme, CPPB

**Q.** The RFP indicates a requirement for 10% DBE participation. Is the DBE based on CT DOT certification or CT DAS certification?

**A. DOT certification**

**Q.** On page 10, under Submission of Qualification Statements, section 2 Qualification Statement:

It asked that the consultant submit a A. - Firm brochure if available, C. - Resumes of key personnel, D. -Project Scope, E. - Summary of the firm's related experience, and F. Staff assignment task chart. It also asks for B. - Qualification summary to be submitted on GSA Document #SF330. The SF330 document repeats the information asked for under paragraph A, C, D, E, and F. Is the entire GSA Document #SF330 required? or is the City looking for a particular section to be submitted? Or can the document not be used in its entirety if the information is provided under sections A, C, D, E, and F?

**A. One requirement the RFQ is requesting is: C-Resumes of key personnel, therefore, you are required to include that information in your submitted proposal. If there are areas throughout the SF330 requesting the same information, you can reply in that area on the SF330 form "please refer to Resumes of key personnel attached". That will be acceptable.**